



**Delaware Workforce Development Board
Quarterly Board Meeting
Crown Plaza North
October 17
9:00 am-11:00 am
Minutes**

Attendees. Patrice Gilliam-Johnson, Richard Heffron, Jr., Robert Eppes, Stephan Lehm, Susan Bunting, Alice Coleman, Alisha W. Bryson, Edward Osienski, Gary R. Stockbridge, George Krupanski, James Johnson, John Chrzanowski, Barry Crozier, Kerry Delgado, Mark Brainard, Michelle A. Taylor, Mitchell F. Magee, Nello Paoli, Jr., David Sokola, Andrea Guest, Wanda Holifield, Robin McKinney-Newman, and William Potter.

Special Guests. Victoria Counihan, Paul Morris, Hope Ellsworth, HarrietAnn Litwin, D. Gwen Cross, Chandlee Kuhn, Jocelyn Rodriguez, Daniel Madrid, Brian Pryor, Maureen Whelan, Elisha Jenkins, Deborah Bradl, Ray Fitzgerald, Mac Nagasami, Mike Pfeifer, Jenna Ahner, Justina Sapna, Mike Bowman, Alta Porterfield, Jocelyn Langrehr, Lori Reeder, Rachel Turney, Stacey Laing, Richard Fernandes, Ceasar McClain, Lossie Freeman, and Sheena Carr

Welcome. Gary Stockbridge Welcomed Every and a Quorum was achieved.

Minutes approved. John Chrzanowski made motion. Hon. James Johnson seconded the motion, the motion carried.

Performance Measures. Lori Reeder reported in place of Jeff Bross. Ms. Reeder said that although data was beginning to populate the new system it was still incomplete. What data that was available appeared to inflate our success. Regardless a more complete picture would be available by the January meeting. She also reported that the final annual report was submitted to the federal government on time and complete.

Youth Council – George Krupanski reported that his committee continued to work through the Pathways initiative. He reiterated his goal of holding some type of employer recognition event in the future.

Proposal Review and Certification. John Chrzanowski gave an overview of what his committee had done to improve the RFP process. He said the RFP goal team had been meeting for months and the final product reflects multiple edits and updates.

Wanda gave an update on new providers. Provider forum will be held in Mid-April.

Bill Potter gave an overview of the process for developing the funding guidelines, the demand occupation list, and how that fed into the overall revamp of the RFP process. He then reviewed each document thoroughly. Bill reviewed the significant changes including:

- The elimination of proposal development sessions;
- Greater emphasis on written proposals because it was believed the oral presentation was disproportionately weighted. The written presentation will be weighted 70 percent and the oral 30 percent;
- Greater reliance on subject matter experts;
- Categories will be developed after bids are received to ensure we have correct categories;
- Bonus points will be allocated for those proposals matching DWDB priorities;
- Provide a broad after-action review of strengths and weaknesses of the process.

Bill Potter also reviewed some substantive changes to the funding guidelines such as:

- Explicitly establishes DWDB priorities;
- The elimination of \$600,000 for career lattices fund;
- Allowing DEDO, state, and nonprofit organizations to conduct a dollar-for-dollar match for special projects up to \$200,000;
- Put aside \$250,000- to mitigate gun violence through workforce development projects;

Hon. Ed Osienksi asked if the programs outlined in the funding guidelines were in accordance with WIOA. He said he was working with other state and community agencies relative to economic development that they too were also receiving funds. He said he wasn't sure why the DWDB was getting involved in economic development if there were other state agencies doing it. He said one committee he is on gives money to small business and that money is used to train workforce. He continued that he wasn't sure what other partners we were considering relative to gun violence because there are other state agencies which, get money for gun violence. He expressed concern the DWDB would vote to move money and then develop panels to address the problem.

Mr. Potter said the initiatives were similar to things we've always done.

Rep. JJ Johnson asked about the effect of Baltimore's efforts, relative to gun violence; he said Baltimore violence had in fact increased.

Stacy Laing clarified that the \$200,000 would go directly to workforce training. We are expanding it not just to DEDO, but to other agencies and non-profits, she said. We are seeing more and more opportunities for using braided funding. She also stressed that the \$200,000 was especially for worker training and it usually went to expanding businesses or new businesses coming to Delaware. She said \$250,000 would be for programming; we could use with youth and would have to meet workforce outcomes using federal measures.

Bill Potter then reviewed the 17 Steps to RFP Success, highlighting the changes to the new process.

Mr. Potter asked Mr. Chzranowski to make a motion to the board accepting the RFP redesign, the Funding Guidelines, and empower the Consolidation Committee.

Mr. Chzranowski made the recommendation.

The motion was amended to reflect that the board would approve any plan before the use of the \$200,000 money for workforce development and the \$250,000 youth workforce programs. Unused money would be returned. The motion carried.

Senator David Sokola referenced the contract template and wanted to make sure that those people who have THC in their blood from medical marijuana are not denied access to contracts. He was assured that the template was a courtesy copy and that criteria would be stricken.

A discussion ensued regarding potential conflict of interest and forms. Mr. Potter and Mr. Stockbridge said the assignment of subject matter expert panel members to the RFP process would mitigate any potential conflicts, they reminded the board that all panelists would have to sign a conflict of interest form.

Finance Committee. Gary Stockbridge introduced new finance chair and board member Barry Crozier. Mr. Crozier reviewed the financials, and everything is currently underbudget or on track. Gwen Cross was also introduced by Stacey Laing.

Stacey Laing reviewed the state blue collar rules and the taxable wage base. Ms. Laing said she had resubmitted the blue-collar legislation request. Stacey reported that she was going to allow more new clients to use ITA for training and was leveraging other grants to ensure we had more money for training.

Ms. Laing and Ray Fitzgerald discussed the importance of DET and DHSS teaming up to leverage each other's funds.

Pathways – Dr. Susan Bunting reported the Pathways Committee Update:

- Since the last DWDB board meeting we have shared the Delaware Pathways stocktake memo through Mr. Potter. The memo provides an update to DWDB members on each of the core priority areas that are defined in the strategic plan. This stocktake process will be done twice annually with partners to measure success and ensure groups like the DWDB are kept abreast of development in this space.
- Since our last discussion, Delaware has submitted and had approved our state plan for the Every Student Succeeds Act or ESSA. The significance of ESSA to our work today is around the alignment of our K-12 system and state workforce plan under the Workforce Innovation and Opportunity Act or WIOA. Specifically, both plans value college and career readiness as a driver of economic development and incorporate measures for youth and adults within our state accountability systems to better align our education and workforce systems with parent, community, and employer values.
- Additionally both state plans focus on creating a system of career pathways to support youth and adults as they enroll in education programs across our K-12 system, adult education system, postsecondary system, and workforce training programs.
- The pathways team has been working on several items since our last discussion. Specifically, our office has been working on business rules to operationalize our accountability system which increases the value for college and career readiness and we have

been working to update our student transcripts to signal to postsecondary institutions and partners the skills that youth possess as they exit high school.

- Additionally, Delaware Tech has been actively working to promote youth employment through their new office of work-based learning and the United Way of Delaware and the Rodel Foundation have been engaged in developing financial routines to better coordinate public, private, and philanthropic resources. Further, the Department of Labor, Office of Vocational Rehabilitation has been working with our Career & Technical Education office and our Exceptional Children office to better align supports for youth with disabilities. And the Department of Labor, Office of Employment and Training has been working with our Career & Technical Education office to expand registered apprenticeship programs in automotive service and repair as well as develop procedures to support pre-apprenticeship credentialing for youth.
- With regard to the Pathways RFP, the Department of Education and Labor jointly released a request for proposal, to enhance communications about career pathways and registered apprenticeship. The successful vendor was Strongpoint Marketing, a Delaware firm, who is now focused on mapping online and social media communications as well as developing a series of events this fall and in the spring to more purposefully engage educators and employers. Strongpoint is also conducting market research to develop targeted messages to the general community, parents, and employers about how to engage in the state's career pathways system.
- We are also excited about the six new career pathways that are available for schools next year in Public & Community Health, Business Information Management, Agriculture Power and Structures, Early Childhood Education, and Architecture and Construction Management. Schools will apply for these new pathways in November. In November we will also award \$400,000 in direct support to schools to begin these career pathways and expand college and career services for youth.
- And as a special preview, there are two publications that will be released this month which showcase our state career pathways work. The first is a report commissioned by the Harvard Graduate School of Education which discusses our collective work over the last three years and our future efforts under Governor Carney's leadership. As soon as this report becomes public we will share this information with the DWDB membership. Additionally, a book entitled "Learning for Careers" which is authored by Nancy Hoffman and Robert Schwartz showcases two states, Tennessee and Delaware, as examples of states that have been effective in establishing systems that prepare young people with credentials of value. The book is being published in response to a report entitled "Pathways to Prosperity" which was published in 2011.
- Before I turn over my comments, I would just like to thank Michelle Taylor, Stacey Laing, and Mark Brainard who have been instrumental in leading this work. Mark, Michelle, or Stacey would you like to add any additional thoughts?
- Are there any questions or discussion items the group would like us to address?

Background on Agenda Items:

RFP Redesign process:

We work with the DWDB to develop the demand occupations list, which maps to our pathways work as well, and have made comments on the funding guidelines and RFP process. We are supportive of this transition, but would note that implementation will be a key priority for the DWDB to monitor when the revised RFPs are released in the spring.

Funding Guidelines:

We have also worked with the DWDB to frame the promise community language and the prioritization of career pathways as a systems based approach to education. We are supportive of this transition, but would note that implementation will be a key priority for the DWDB to monitor.

New Business

Wanda Holifield was announced as DOL employee of the quarter.

Business meeting was complete and transitioned to the Entrepreneur session.

Adjourned